



# **HARPER COUNTY**

## **REQUEST FOR COUNTY BOARD ACTION**

Items *must* be received in the Administrator's Office by **12:00 Noon** on the **Thursday** prior to the scheduled meeting to be considered.

**Item #:** \_\_\_\_\_

(Assigned by Administrator)

**Meeting Date: February 10, 2020**

**Department: Aging**

**Item Requested: Mobility Manager & Ten Co. Aging Board Member**

---

Summary of the Issue: Need to know if Harper Co. wants to go in on the Mobility Manager for CTD #9. We need to know by Feb. 27. We are also in need of a Ten Co. Aging Board member to serve on the board.

Background: KDOT is paying the first 2 years and then it will be split after that according to how many goes in with it.

Funding: We will not have to pay until the 3 years.

Recommendation:

## **What Can the Mobility Manager do for You?**

- Perform research and complete studies for agencies that otherwise couldn't.
- Become a trainer: Take/train the trainer courses to provide trainings for new and current employees in the CTD #9 region.
- Organize MOUs for coordinating a vehicle loaning program in CTD #9.
- Prepare emergency evacuation plan. Review state safety plan and assist agencies in training and preparation.
- Identify mechanics/shops that are certified to repair/inspect vehicles. Identify locations where maintenance needs are not met and develop solutions. Develop maintenance agreements, including favorable rates.
- Look at agencies that travel multiple counties and see where connections could streamline services, provide efficiencies in cost, and reduce wear and tear on vehicles.
- Provide Travel Training for passengers. Provide Passenger Assistance Training for drivers.
- Look at the multi-faceted fare structures across the region and identify if fares truly assist with costs or minimize grant assistance and what costs are involved in processing fares, staffing, etc.
- Assist with Public Notices/Meetings.
- Look at specialty trips of DD/ID agencies and nursing facilities to identify best practices or shared ride options; then tie it into travel training with PCA availability on all trips.
- Develop shared procurements.
- Research new technology and equipment.
- Provide data needed for service planning or grant applications.
- Develop Marketing and Informational Materials.
- Assist customers in finding appropriate transportation options throughout the region.
- Liaison with KDOT and other CTDs.

## Mobility Manager

**Job Summary (Major objectives of the position):** Responsible for working with local public transit and planning agencies as well as human service agencies to coordinate transportation services to improve overall mobility for the general public, with an emphasis on the elderly, low-income persons, and/or persons with disabilities. This position will focus on the movement of people rather than vehicles to ensure choices for the consumer. The mobility manager is responsible to improve business and community support for the transportation organizations. It will require the development and distribution of information that explains how to utilize the available resources in meeting the diverse travel needs of the market it serves. This position serves the entire CTD #9 area, including the following counties:

- Butler
- Cowley
- Harper
- Harvey
- Kingman
- Sedgwick
- Sumner

### **Primary Job Functions:**

- Develop an informational and outreach program for current transportation services and mobility options through, public speaking and media presentations.
- Develop a system of outreach to low-income, socially isolated older and/or disabled adults and assist them in gaining access to needed transportation services.
- Develops and directs the design, production and distribution of specific marketing materials directed at employers, employees, human service agencies and other entities.
- Serves as the liaison/ salesperson to community leaders in an effort to demonstrate how transportation enhances economic development.
- Plans and coordinates special promotional events and activities related to general public transportation.
- Makes public presentations on the benefits of mobility management for the community;
- Builds supportive community networks.
- Develop goals and objectives for sustainability and growth of the Mobility Manager program.
- Researches, develops and writes grant applications for future funding.
- Identify and research corporate, foundation, and government sources of funding for matching funds and new or ongoing programs.
- Cultivate multi-agency partnerships that can reduce costs through efficient and effective transportation coordination.
- Research and assess needs and demands of users, funding, regulatory processes that encourage participation.
- Investigate the feasibility and eligibility requirements of volunteer driver programs and a one-call center for transportation.
- Develop and implement a travel training program.

- Identify possible barriers for transportation to and from jobs and employment support services for individuals with disabilities in rural areas. Develop solutions to remove these barriers.
- Develops potential for future expansion of transit options across municipal boundaries.
- Leads in the design of operational functions that are nontraditional in service delivery.
- Is familiar with technological advances that increase travel options and/or convenience.
- Is knowledgeable about techniques that foster transit ridership through links with land development.
- Cultivate multi-agency partnerships that can reduce costs through efficient and effective transportation coordination.
- Develop new ways to remove barriers for transportation to and from jobs and employment support services for individuals with disabilities in rural areas.
- Attend appropriate conferences, meetings, and trainings as required and appropriate to the position or as assigned by the CTD #9 Board
- Participate in Kansas Mobility Managers' Network
- Coordinate quarterly CTD meetings and provide progress reports to the CTD membership.
- Perform other related duties as assigned by the CTD.

**Minimum Qualifications:** Bachelor's degree in public administration, social services, business or related field. A combination of education, training and experience that results in demonstrated competency to perform the work may be substituted. Excellent verbal and written communication skills. Ability to coordinate multiple projects simultaneously. Detail oriented. Computer skills. Possession of a valid driver's license and access to an insured vehicle for work-related travel.

**Preferred Qualifications:** Master's degree in public administration, social services, business or related field. A combination of education, training and experience that results in demonstrated competency to perform the work may be substituted. Excellent verbal and written communication skills. Ability to coordinate multiple projects simultaneously. Detail oriented. Computer skills. Possession of a valid driver's license and access to an insured vehicle for work-related travel.

### **SCOPE OF WORK:**

Some skills, abilities and competencies that enhance the performance of this position are:

Change agent Problem solver  
 Innovative thinker Leadership  
 Collaborative partnerships Negotiator  
 Conflict resolution Mediator  
 Persuader Empathy  
 Communicator Customer focus  
 Initiator Team builder  
 Visionary Management skills

- Identify possible barriers for transportation to and from jobs and employment support services for individuals with disabilities in rural areas. Develop solutions to remove these barriers.
- Develops potential for future expansion of transit options across municipal boundaries.
- Leads in the design of operational functions that are nontraditional in service delivery.
- Is familiar with technological advances that increase travel options and/or convenience.
- Is knowledgeable about techniques that foster transit ridership through links with land development.
- Cultivate multi-agency partnerships that can reduce costs through efficient and effective transportation coordination.
- Develop new ways to remove barriers for transportation to and from jobs and employment support services for individuals with disabilities in rural areas.
- Attend appropriate conferences, meetings, and trainings as required and appropriate to the position or as assigned by the CTD #9 Board
- Participate in Kansas Mobility Managers' Network
- Coordinate quarterly CTD meetings and provide progress reports to the CTD membership.
- Perform other related duties as assigned by the CTD.

**Minimum Qualifications:** Bachelor's degree in public administration, social services, business or related field. A combination of education, training and years of experience that results in demonstrated competency to perform the work may be substituted. Excellent verbal and written communication skills. Ability to coordinate multiple projects simultaneously. Detail oriented. Computer skills. Possession of a valid driver's license and access to an insured vehicle for work-related travel.

**Preferred Qualifications:** Master's degree in public administration, social services, business or related field. A combination of education, training and years of experience that results in demonstrated competency to perform the work may be substituted. Excellent verbal and written communication skills. Ability to coordinate multiple projects simultaneously. Detail oriented. Computer skills. Possession of a valid driver's license and access to an insured vehicle for work-related travel.

### **SCOPE OF WORK:**

Some skills, abilities and competencies that enhance the performance of this position are:

Change agent	Persuader
Problem solver	Empathy
Innovative thinker	Communicator
Leadership	Customer focus
Collaborative partnerships	Initiator
Negotiator	Team builder
Conflict resolution	Visionary
Mediator	Management skills

Match Amount: \$ 10,000.00

Agency	Ridership	Percent Share	Tier V2	
Wichita Transit	1,262,839	77.53%	\$	1,200.00
Starkey	235,828	14.48%	\$	1,200.00
Heartsprings	42,051	2.58%	\$	1,200.00
Butler County	18,853	1.16%	\$	1,200.00
Sedgwick County	16,487	1.01%	\$	800.00
Envision	13,062	0.80%	\$	800.00
Derby Dash	11,013	0.68%	\$	800.00
Harper County	8,527	0.52%	\$	800.00
Futures Unlimited	6,000	0.37%	\$	500.00
Harvey County	5,228	0.32%	\$	500.00
CPRF (Timber Lines)	5,172	0.32%	\$	500.00
Breakthrough	3,743	0.23%	\$	500.00
	1,628,803	100.00%	\$	10,000.00

Match Amount: \$ 10,000.00

Agency	Ridership	Percent Share	Tier V2
Wichita Transit	1,262,839	73.19%	\$ 675.00
Starkey	235,828	13.67%	\$ 675.00
Heartsprings	42,051	2.44%	\$ 675.00
Twin Rivers Development	29,103	1.69%	\$ 675.00
KETCH	28,769	1.67%	\$ 675.00
Butler County	18,853	1.09%	\$ 675.00
Sedgwick County	16,487	0.96%	\$ 675.00
Envision	13,062	0.76%	\$ 475.00
Cowley County	12,419	0.72%	\$ 475.00
Derby Dash	11,013	0.64%	\$ 475.00
Arrowhead West	10,862	0.63%	\$ 475.00
City of Kingman	10,581	0.61%	\$ 475.00
Harper County	8,527	0.49%	\$ 475.00
Futures Unlimited	6,000	0.35%	\$ 475.00
Harvey County	5,228	0.30%	\$ 275.00
CPRF (Timber Lines)	5,172	0.30%	\$ 275.00
Breakthrough	3,743	0.22%	\$ 275.00
Project Independence	2,204	0.13%	\$ 275.00
Presbyterian Manor (Newton)	1,840	0.11%	\$ 275.00
Kingman County	435	0.03%	\$ 275.00
Presbyterian Manor (Ark City)	332	0.02%	\$ 275.00
	<b>1,725,348</b>	<b>100.00%</b>	<b>\$ 9,975.00</b>

Asbury Park New 5310  
City of Haysville New 5310  
MOSIAC Has not provided  
Easter Seals Capper Foundation Has not provided